

## PROBATION FORUM – ISSUES UPDATE

CWS/CMS User Resource Services Team

### CONTACT US!

Jerry Cox, Manager  
916-263-1124

[jerry.cox@osi.ca.gov](mailto:jerry.cox@osi.ca.gov)

Harold Rowe  
Probation Consultant  
916-263-1128  
[harold.rowe@osi.ca.gov](mailto:harold.rowe@osi.ca.gov)

Ann Filios  
916-263-1474  
[ann.filios@osi.ca.gov](mailto:ann.filios@osi.ca.gov)

Gina Blakemore  
916-263-1581  
[adrian.blakemore@osi.ca.gov](mailto:adrian.blakemore@osi.ca.gov)

Kim Carpenter  
916-263-0342  
[kimrubi.carpenter@osi.ca.gov](mailto:kimrubi.carpenter@osi.ca.gov)

Andy Leung  
916-263-1584  
[andy.leung@osi.ca.gov](mailto:andy.leung@osi.ca.gov)

Isabelle Moreaux  
916-263-1917  
[Isabelle.moreaux@osi.ca.gov](mailto:Isabelle.moreaux@osi.ca.gov)

Joell Reed  
916-263-1141  
[joell.reed@osi.ca.gov](mailto:joell.reed@osi.ca.gov)

Mindy Yamasaki  
916-263-1138  
[mindy.yamasaki@osi.ca.gov](mailto:mindy.yamasaki@osi.ca.gov)

Judy Zhang  
916-263-5637  
[judy.zhang@osi.ca.gov](mailto:judy.zhang@osi.ca.gov)

*The User Resource Services Team (URST) is responsible for maintaining and making available to the counties application user training tools and documentation.*

CWS/CMS Office  
3775 N. Freeway Blvd., Suite 200  
Sacramento, CA 95834

## PROBATION FORUM FOLLOW-UP: August 22, 2013

Twenty one counties, CDSS, CWDA, CWS-NS, participated in the discussion.



### PROBATION COUNTY CONSULTANT AT CWS/CMS OFFICE

Participants were reminded that Harold Rowe, Sacramento County Supervising Probation Officer, is the CWS/CMS Office's County Consultant. Harold can be reached at 916-263-1128 and [harold.rowe@osi.ca.gov](mailto:harold.rowe@osi.ca.gov).

**ISSUE UPDATES:** The CDSS CMS Support Branch continues to work with other CDSS Branches and RCFFP, to verify information contained on the FC23 is available through CWS/CMS. CDSS will also need to work with RCFFP to insure these data elements are included in CWS/CMS training. Progress is being made and it's anticipated the FC23 will soon be eliminated. In the meantime, counties are reminded the FC23 must be submitted monthly.

**NYTD Youth Surveys – Update:** Theresa Thurmond from the Independent Living Program Policy Unit shared that Probation completion rates for the 1<sup>st</sup> cohort are currently at 28% and need to improve. The cut-off date for this cohort is September 30, 2013. Participants were reminded to use data bases such as Lexis-Nexis, Family Finding software, LE data bases, and various forms of social media, when trying to locate individuals eligible for these surveys.

**ACL 13-31 Identity Theft Data Input:** The CDSS Independent Living Program Policy Unit is working with OSI CWS/CMS to determine the data fields and the best place to document this information. Probation is not required to use the Case Plan from CWS/CMS. Any discussions about where to document Identity Theft Data will take this into consideration.

**NYTD Data Quality Reports - Reminder:** Each County was provided a report containing NYTD-reportable fields for youth who received ILP services from April 1, 2013 - June 30, 2013. Counties have until October 30, 2013 to correct/complete NYTD data requirements in CWS/CMS.

## September 26, 2013

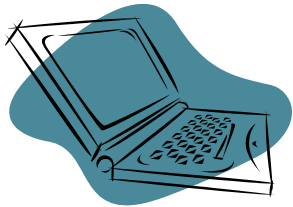
New Time: 2:00-3:30

(877) 214-6371

Participant Code: 933687

Adobe Connect Meeting Link:

<http://cahealthosi.adobeconnect.com/probation/>



**AWOL Delinquent Foster Youth – Carry over from July’s Forum Call:** A Probation Department previously asked if there was a way to enter AWOL wards so it wouldn’t negatively impact their monthly face-face-contacts in CWS/CMS. According to CDSS, there is currently no ‘exception’ in CWS/CMS to address AWOL youth as it relates to timely probation officer – monthly contacts. CDSS reiterated the view of ACF (Feds) that “The Feds believe each child should be seen monthly”. CDSS was advised that given this narrow view, Probation will never be in compliance with this measure. Reemphasized the importance of providing Probation Department’s a “complete picture” regarding monthly face-to-face contact compliance. CDSS was asked if they could provide data regarding to the number of AWOL’s identified in CWS/CMS along with the compliance report for monthly contacts. CDSS advised Probation Department’s have the ability to run these reports through Safe Measures or Business Objects. At this time, no other options exist for Probation Departments.

**Katie A Update:** Heather Garvin provided a brief update on the implications of this lawsuit on Probation Departments. Heather provided resources for departments to become better educated on the applicability to their cases and new data requirements. These resources are included along with the email containing these Forum Minutes.

**Interface/Dual Entry:** Santa Cruz County requested an update on a remedy to dual data entry by Probation Departments. There is an interface being designed by San Bernardino County to address this need. Jerry Cox, OSI application services manager, referred Counties to Michael Donahue, Business Applications Manager with San Bernardino County Probation.

**CWS-NS Project:** Cathy Turner provided an update on the project and the work being completed. In October 2013, there will be a survey sent out to County contacts to educate and engage Counties on the project. Cathy explained the process on how Probation Officers and support staff can be involved in the NS project and how to receive approval from their Departments. Cathy reported that a weekly time commitment of 2.5 – 3.0 hours would be required for anyone selected to assist with the CWS-NS project.

#### **FUTURE AGENDA SUGGESTIONS**

If there are concerns or issues you would like added to next months’ agenda, please submit them to Harold Rowe @ [harold.rowe@osi.ca.gov](mailto:harold.rowe@osi.ca.gov).